



J. TYLER McCAULEY
AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012-2766
PHONE: (213) 974-8301 FAX: (213) 626-5427

April 13, 2005

TO: Supervisor Gloria Molina, Chair
Supervisor Yvonne B. Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

FROM: J. Tyler McCauley 
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – AFFIRMATIVE
ACTION DEVELOPMENT CENTER, INC., AFFIRMATIVE ACTION
GROUP HOME**

We have completed a review of Affirmative Action Group Home (Group Home or Agency) operated by the Affirmative Action Development Center, Inc. The Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

Affirmative Action Group Home is a six-bed facility, which provides care for boys ages 13-17 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Affirmative Action Group Home was providing services for five Los Angeles County DCFS children. Affirmative Action Group Home is located in the Fourth District.

Scope of Review

The purpose of the review was to determine whether the Agency was providing the services outlined in their Program Statement. Additionally, the review covered basic child safety and licensing issues, and included an evaluation of the Agency's Program Statements, internal policies and procedures, child case records, facility inspections, and interviews with two children placed in the Group Home at the time of the review. Interviews with the residents were designed to obtain their perspectives on the program services provided by the Agency, and to ensure adherence to the Foster Youth Bill of Rights.

"To Enrich Lives Through Effective and Caring Service"

Summary of Findings

Generally, the Agency was providing the services outlined in their Program Statement. However, the Agency needs to make numerous repairs to its facility; complete an initial assessment for each resident; provide documentation to support placement workers' participation in the development and update of the Needs and Services Plans; provide each resident with a sufficient amount of daily educational stimulation away from school; and provide each resident with opportunities to maintain a life book.

Attached is a detailed report of the review findings.

Review of Report

We discussed our report with the Agency's management. The Agency's management is required to provide a corrective action plan to the Children's Group Home Ombudsman within 15 business days from the postmark date of this report. We thank the management and staff for their cooperation during our reviews.

If you have any questions, please contact me, or have your staff contact Mike Pirolo at (626) 293-1110.

JTM:MP:CC:bg

c: David E. Janssen, Chief Administrative Officer
David Sanders, Ph.D., Director, DCFS
Paul Higa, Acting, Chief Probation Officer
Stan Allotey, Executive Director, (Affirmative Action Group Home)
Violet Varona-Lukens, Executive Officer
Public Information Office
Audit Committee

Affirmative Action Development Center, Inc.
Affirmative Action Group Home
240 E. Allington Street
Long Beach, CA 90805
Phone: (562) 428-8140
License No.: 191601445
Rate Classification Level: 8

I. Facility and Environment

(Facility Based - No Sample)

Method of assessment – Observations

Sample size for resident interviews: Two

Comments:

Affirmative Action Group Home (Group Home or Agency) is a large home located in a quiet residential community. The Group Home is nicely landscaped, and blends well with the other homes on the block. There were no observable safety hazards.

The resident bedrooms are spacious, and personalized to each child's desire with posters, pictures, and knick-knacks. However, the interior of the Group Home needs improvement.

The décor does not provide a home-like atmosphere. The common rooms are not nicely decorated and maintained. The sofas in both the living room area and TV room are old, worn, torn and dirty. The carpet is old with torn and patched areas, the walls are in need of painting, and the ceilings throughout the facility are very dirty.

In the kitchen, knobs are missing on the cabinets, the stove and oven are dirty, and there is a leaky faucet next to the washer and dryer. There were ants in and around the freezer area where food is kept and in the bathrooms, presenting a health hazard.

In bedroom number one, the light fixture cover is missing, carpet is old and torn, and the walls need painting. In bedroom number two, there are two stacked dressers that block the entrance, presenting a safety hazard. The walls need painting, carpet is old, worn, and torn, the window screen is not properly attached to the window, and the ceiling light fixture cover is missing. In bedroom number three, the carpet is old, worn, and torn, and the window screen is missing.

The Group Home maintains age-appropriate and accessible recreational equipment. There are also board games, a TV, and a VCR/DVD player. There are books and resource materials, including a computer with a variety of programs.

There is a sufficient supply of frozen food, meat, canned goods, bakery items, and fresh fruit. The food is accessible and appropriately dated.

Recommendations

1. Affirmative Action Group Home management:

- a. Obtain proper extermination for ants in the facility.**
- b. Ensure proper food storage.**
- c. Provide a home like environment for the residents.**
- d. Replace the old, worn, torn, and dirty sofas in the living and TV rooms.**
- e. Replace the old, worn, and torn carpet throughout the facility.**
- f. Paint all walls throughout the facility.**
- g. Clean the ceilings throughout the facility.**
- h. Replace the missing knobs on the kitchen cabinets.**
- i. Clean the kitchen stove and oven.**
- j. Repair the leaky faucet next to the washer and dryer.**
- k. Properly attach the window screen in bedroom number two.**
- l. Provide a dresser for bedroom two that does not block the entrance.**
- m. Replace missing ceiling light fixture covers in the residents' bedrooms.**
- n. Repair the window screen in bedroom number three.**

II. Program Services

Method of assessment – Review of relevant documents and resident interviews

Sample size for resident interviews: Two

Comments:

The residents meet the Agency's population criteria as outlined in their Program Statement. However, one resident did not receive a complete initial diagnostic assessment after being admitted into the Agency's program.

The Needs and Services Plans (NSPs) are current, realistic, measurable, and time specific. However, there was no documentation to support the placement workers' participation in the development and update of the NSPs.

Quarterly reports for the residents are current, comprehensive, and appropriately focus on the goals of the NSPs.

The residents are provided with psychological testing, emotional and developmental counseling as required by the Program Statement. Case files reflect adequate documentation to show evidence of residents receiving regular individual and/or group therapy.

Recommendations**2. Affirmative Action Group Home management:**

- a. Provide each resident with a complete initial diagnostic assessment within 30 days of being admitted into the program.
- b. Provide documentation to show placement workers' participation in the development and update of the Needs and Services Plans.

III. Educational and Emancipation Services**Method of assessment – Review of relevant documents and resident interviews****Sample size for resident interviews: Two****Comments:**

One resident is attending school and has a current Individualized Education Plan. His record contains current report cards and/or progress reports. The other resident is not attending school; however, the Group Home has documentation to show that they are working with the local school and district personnel for an appropriate school placement. The resident was recently placed in the Group Home and does not have a current report card and/or progress report. One resident reported that he is provided with a sufficient amount of daily educational stimulation away from school and feels that the Group Home is supportive of his academic progress. The other resident reported that he is not provided with daily educational stimulation away from school.

The Agency's program includes the development of residents' daily living skills. The residents are involved in the planning and preparation phase of meals. Hygiene care is discussed as needed and employment preparation encouraged.

Residents are offered the opportunity to participate in emancipation and vocational programs as appropriate.

The residents are not employed.

Recommendation

3. **Affirmative Action Group Home management provide each resident with a sufficient amount of daily educational stimulation away from school.**

IV. Recreation and Activities

Method of assessment – Review of relevant documents and resident interviews

Sample size for resident interviews: Two

Comments:

The Agency provides its residents opportunities to participate in recreational activities. Residents expressed satisfaction with the recreational activities and stated that the recreation schedules are followed.

The Group Home utilizes local community organizations for recreational and program resources. Residents reported that they participate in planning some of the activities. Residents have free time and are able to participate in self-selected activities.

Transportation is provided to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents for one case file

Comments:

The resident has a current court authorization for psychotropic medication. Documentation confirms that the child is routinely seen by the prescribing psychiatrist.

Medication distribution logs are properly maintained.

Recommendations

There are no recommendations for this section.

VI. Personal Rights**Method of assessment – Resident interviews****Sample size for resident interviews: Two****Comments:**

Residents expressed satisfaction with the Agency and its staff. Residents participate in an initial orientation and the Group Home's policies and procedures are posted. Residents reported that they feel safe in the Group Home and that there is no interference with their daily living functions.

Residents reported satisfaction with the taste of the food and with their ability to participate in menu development. They reported that there is sufficient staff supervision and expressed satisfaction with the quality of their interactions with staff. Residents feel there was at least one staff member they can easily talk to and trust.

Residents reported that they are assigned chores to complete on a daily basis that are reasonable and not too demanding. Residents are able to have visitors and make and receive personal telephone calls. They are permitted to contact their workers, attorneys, and family members as needed. Residents are able to attend weekly religious services of their choice and they feel that the Agency is respectful of their cultural lifestyles. The Agency allows the residents to celebrate holidays.

Residents reported that the discipline policies are consistently enforced and there are fair and appropriate consequences for inappropriate behavior.

Residents are aware of their right to refuse medication.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and resident interviews

Sample size for resident interviews: Two

Comments:

The Agency provides appropriate clothing, items of necessity, and allowances to the residents. The Group Home supplies its residents with the required \$50 monthly clothing allowance and the residents are given the opportunity to select their own clothes. Clothing provided to the residents is of good quality and of sufficient quantity.

The Agency provides its resident with the required minimum base allowance, which they are able to increase according to the Agency's behavioral system. The residents are permitted to spend their allowances as they choose.

The Agency provides residents with adequate personal care items and adequate storage.

One resident does not have regular opportunities to maintain a photo album/life book.

Recommendation

- 4. Affirmative Action Group Home management provide each resident with regular opportunities to maintain a photo album/life book.**